Cherry Orchard Primary School

Little Cherries Preschool

Application Pack

Lunchtime Supervisor

An extraordinary education for every pupil

The Rivers C.of E. Academy Trust

Welcome

Our school is committed to serving the needs of our families and the community. We have a friendly and dedicated staff team who strive to ensure the best possible outcomes for all our learners. We are very proud of the talented and hard-working staff who are committed to achieving high standards; whilst providing a caring and nurturing environment.

We strive to encourage initiative within a happy, healthy and safe environment where all achievement is valued and celebrated. We deliver a broad, balanced, and enriching curriculum that promotes challenge and creativity, enabling all pupils to make a positive contribution towards their own and others' learning experience.

Overview

School overview

Cherry Orchard is a large primary school and dedicated pre-school, located in the heart of Worcester City. It has almost 600 pupils, aged between 3 and 11 years, and 88 members of staff.
Established on this site in 1985 (from its original 1883 site just down the road), the school joined The Rivers CofE Academy Trust in 2021.

Ethos

At Cherry Orchard, we believe that every child is capable, and every child should be included. We pride ourselves that our strong, varied curriculum combined with a carefully planned range of experiences delivers an extraordinary education for every child, preparing them for the next phase and their extraordinary futures in our ever-changing world.

Performance

After our latest Ofsted in February 2024, the school was judged as Good with Outstanding Behaviours and Attitudes.

Review score

96% of parents would recommend our school to another parent.

100% of staff would recommend our school to other adults.

'We are amazed at what she has learnt in one half term alone and couldn't be happier with the start of her schooling. Teachers are approachable, friendly and extremely kind and caring.'

'Every interaction with support staff and teachers has been really positive. You have all created a kind, supportive and safe environment for the children to learn.

'All the teachers are very friendly and polite, making us feel very welcome.'

About Us

The Rivers C of E Academy Trust is a multi-academy school trust, specialists in early years and primary provision, serving over 5250 pupils across three local authorities: Worcestershire, Dudley and Sandwell.

Established in 2014, The Rivers C of E Academy Trust now comprises of a respected teaching alliance, sixteen 'Good' and 'Outstanding' primary, first, and nursery settings and an alternative provision. We are a connected learning community with a shared aim to create '**an extraordinary education for every pupil**'.

We are a community of schools with a 'Christian ethos', welcoming families from all faiths and no faiths, but together we are guided by our shared mission, vision and values.

Our Mission

- Extraordinary Education
- Extraordinary People
- Extraordinary Futures

Our Vision

Through an **extraordinary education**, we empower pupils to be life-long learners and see their limitless potential. Respectful relationships and an unwavering focus on discovering talents and interests enable pupils to flourish and be **extraordinary people**. Together, we spark aspiration and drive achievement, so that pupils contribute positively to society and to their **extraordinary futures** in an ever-changing world.

Our STARS Values

Sharing

Trust

Achievement

Respect

Safety

Our Schools

1. Summerhill Primary Academy Summerhill's Little Treasures
2. Jubilee Park Academy
3. Dudley Wood Primary School
4. Wychbold First and Nursery School
5. St Peter's Droitwich CofE Academy
6. North Worcester Primary Academy
7. Northwick Manor Primary School
8. Cranham Primary School
9. Cherry Orchard Primary School
10. St Clement's CofE Primary School and Pre-School
11. Great Witley CE Primary School
12. Cutnall Green CofE Primary School
13. Burlish Park Primary School
14. Heronswood Primary School
15. Unity Academy

Staff Benefits

We believe that collaboration and staff wellbeing are at the heart of our success.

Supported by our trust, we offer a range of benefits to enhance our work environment and support the professional and personal growth of our staff, including work-life balance.

Education Mutual

Staff can access a comprehensive range of healthcare services through Education Mutual, including mental health support, 24/7 GP Healthline, physiotherapy, stress management resources, and occupational health services.

Find out more about Healthcare and Wellbeing Services here: **www.educationmutual.co.uk/service/healthcare-and-wellbeing/**

Local Government Pension Scheme (LGPS)

The Local Government Pension Scheme (LGPS) is a defined benefit plan, meaning your pension is calculated based on your salary and length of service and adjusted for inflation. This ensures a secure and guaranteed income in retirement, unaffected by investment performance.

Find out more about LGPS here: **www.lgpsmember.org/**

Other staff benefits include:

- Competitive salary
- Six INSET days per year
- Protected CPL time
- Continued professional development pathway for every role
- No work communication outside working hours
- Excellent holiday entitlement for support staff: Bank holidays plus 25 days paid holiday (pro rata)
- 5 days extra paid holiday after 5 years' service (pro rata)
- 'Time for You' day
- Family-friendly policies including flexible working, occupational maternity and paternity pay
- Reasonable release time for significant personal events
- Length of service awards
- Resources for retirement and financial planning
- Cycle-to-work scheme
- Free tea, coffee and milk

About the Role

Job Title:	Lunchtime Supervisor
Salary:	Scale 1, SCP 3 Full-time salary of £25,614, reduced proportionately to reflect part-time working. Hourly rate £13.28 per hour. Pro-rata salary of £4,346 per annum.
Contract Type:	Permanent, Term-Time only, 7.5 hours per week. Starting ASAP once all checks have been completed.
Reporting To:	Senior Leadership Team and Office Manager
Location:	Cherry Orchard Primary School
About:	Permanent vacancy from November 2026: Working days will be Monday to Friday, 11.45am – 13.15pm.

Job Description

Key Purpose:

To ensure, individually or as part of a team, the welfare and safety of all children remaining within the school grounds or buildings during lunch time.

Main Activities:

· Supporting pupils while they eat their lunch and making sure tables are clean

· To use initiative in monitoring events occurring on the school premises and grounds

· To encourage play activities by modelling and taking part if necessary

· To positively encourage good behaviour, healthy eating and good table manners.

· To help to set up and clear away the lunchtime area before and after the lunchtime period when required.

· Ensure food and water spillages are dealt with promptly.

· Report accidents and complete accident form if necessary.

· To undertake ancillary duties as necessary (ie. setting up and clearing away tables,

cleaning tables and dining area).

· Ensure the behaviour policy is implemented and seek advice on how to deal with individuals as needed from the senior leadership team.

· Support the work of the staff and other supervisory assistants.

· To escort the children to and from the dining area and ensure their safety at all times.

· Supervise children at all times, indoors and outdoors.

· Record inappropriate pupil behaviour and convey serious incidents to the headteacher.

· Maintain checks throughout the lunch break to ensure pupils are safe.

· Attend training when appropriate and after consultation with the Head Teacher.

· Attend to and report any minor first aid accidents or injuries or pupils who become ill.

Job Description / cont

· To contribute as a member of a team to ensure the ethos of the school is upheld.

· To adhere to the need for confidentiality at all times.

· To value and respect the views and needs of individual pupils.

· To be responsible for promoting the safeguarding and welfare of all pupils.

· Perform any reasonable duties as requested by the Head Teacher.

The School reserves the right to alter the content of this Job Description, after consultation, to reflect changes to the job or services provided, without altering the general character or level of responsibility.

The duties described in this Job Description must be carried out in a manner which promotes equality of opportunity, dignity and due respect for all employees and service users and is consistent with the School's Equal Opportunities Policy and Code of Conduct.

Person Specifications

Qualifications and Experience:

Essential	Desirable
• Basic childcare and health and safety knowledge • Working with or caring for children of relevant age	• Experience in working in a school setting • Appropriate knowledge of first aid • Play leader training • Safeguarding training

Skills and Knowledge:

- Participate in development training opportunities
- Literacy skills to be able to understand and follow school policies
- Be aware of cultural and social differences

Personal Qualities:

- Ability to relate well to children and adults
- Ability to work constructively as part of a team
- Ability to maintain a safe, calm and happy approach
- Ability to use own initiative

How to Apply

Application forms are available to download here: Cherry Orchard Primary School - Current Vacancies

Please email completed application forms to office-co@riverscofe.co.uk by 9am on Wednesday 4th November 2026.

Shortlisted applicants will be notified by Friday 6th November. Interviews will take place w/c Monday 9th November 2026.

We are committed to safeguarding and promoting the well-being of children and expect everyone to share this commitment. The successful applicant will undergo a full enhanced DBS check.

The Rivers
C.of E. Academy Trust

Get in Touch

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